

Contract no. 1583

T

AGREEMENT

LIBRARY
INSTITUTE OF MANAGEMENT
AND LABOR RELATIONS

OCT 8 1991

RUTGERS UNIVERSITY

BETWEEN

TOWN OF DOVER, MORRIS COUNTY

and

LOCAL NO. 60

FIREMEN'S MUTUAL BENEVOLENT ASSOCIATION

for the period

January 1, 1991 through December 31, 1992

TABLE OF CONTENT

	<u>Pages</u>
AGREEMENT	1
ARTICLE I - RECOGNITION AND AREA OF NEGOTIATION	2
ARTICLE II - DISCRIMINATION AND COERCION	3
ARTICLE III - SICK LEAVE	4-5
ARTICLE IV - SALARY AND WAGE SCALE	6
ARTICLE V - HOLIDAYS	7
ARTICLE VI - VACATIONS	8-9
ARTICLE VII - COURT APPEARANCES	10
ARTICLE VIII - TRAVELING EXPENSES	11
ARTICLE IX - FIRE SCHOOL	12
ARTICLE X - UNIFORM ALLOWANCE	13
ARTICLE XI - HOSPITALIZATION	14-15
ARTICLE XII - WORK WEEK AND OVERTIME	16-17
ARTICLE XIII - DISABILITY-INJURED ON DUTY	18
ARTICLE XIV - GRIEVANCE PROCEDURE	19-23
ARTICLE XV - CEREMONIAL ACTIVITIES	24
ARTICLE XVI - BULLETIN BOARD	25
ARTICLE XVII - NO STRIKE PLEDGE	26
ARTICLE XVIII - BEREAVEMENT LEAVE	27
ARTICLE XIX - LONGEVITY	28
ARTICLE XX - MUTUAL SWAP	29
ARTICLE XXI - LEAVE OF ABSENCE WITHOUT PAY	30
ARTICLE XXII - ASSOCIATION BUSINESS LEAVE	31
ARTICLE XXIII - EMPLOYEE'S RIGHTS	32
ARTICLE XXIV - TRAINING TIME	33
ARTICLE XXV - SEPARABILITY AND SAVINGS	34
ARTICLE XXVI - TERM AND RENEWAL OF AGREEMENT	35

THIS AGREEMENT, made this 28th day of October, 1991, to be retroactive to January 1, 1991, by and between the Town of Dover, a Municipal Corporation of the State of New Jersey, hereinafter referred to as the "Employer" or "Town" and THE FIREMEN'S MUTUAL BENEVOLENT ASSOCIATION, DOVER LOCAL NO. 60, hereinafter referred to as the "Association", (members of the Association are hereinafter referred to as "employee" or "firefighter");

W I T N E S S E T H:

WHEREAS, pursuant to and in accordance with the terms and spirit of Chapter 303 of Public Laws of 1968 of the State of New Jersey, its amendments and supplements hereto, the Employer and Association have met and negotiated the terms and conditions of employment of the Employees for the fiscal years 1991 thru 1992; and

WHEREAS, both the Employer and the Association believe in the soundness of the principle of collective bargaining and contracting; and

WHEREAS, these negotiations have resulted in an agreement respecting the terms and conditions of employment; and

WHEREAS, it is in the mutual best interest of the Employer and the Association to promote and maintain a harmonious relationship in order that a more efficient and progressive public service may be rendered;

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is mutually agreed by and between the parties as follows:

ARTICLE I - RECOGNITION AND AREA OF NEGOTIATION

Section 1. In accordance with the "Certification of Representation" of the Public Employment Relations Commission dated September 7, 1988, Docket No. RO-E-89-1, the Town of Dover, Morris County, New Jersey, recognizes the Association (Local No. 60 FMBA) as the exclusive bargaining representative for all full-time paid firefighters and Fire Signal System Repairman employed by the Town of Dover, excluding all other employees of the Town, including managerial executives, confidential employees, police, professional employees, craft employees and Supervisors within the meaning of the act.

ARTICLE III - SICK LEAVE

Section 1. The minimum sick leave with pay shall accrue to any full time employee on the basis of one (1) working day per month during the remainder of the first calendar year of employment after initial appointment and fifteen (15) working days in every calendar year thereafter. Part time permanent employees shall be entitled to sick leave as established by regulation.

Section 2. Any amount of sick leave allowance not used in any calendar year shall accumulate to the employee's credit from year to year to be used if and when needed for such purpose.

Section 3. Sick leave is hereby defined to mean absence from post of duty of an employee because of illness, accident, exposure to contagious disease, attendance upon a member of the employee's immediate family seriously ill requiring the care or attendance of such employee.

Section 4. A certificate of a reputable physician in attendance shall be required as sufficient proof of need of leave of absences of the employee or the need of the employee's attendance upon a member of the employee's immediate family. In case of leave of absence due to contagious disease, a certificate from the Department of Health shall be required. In case of death in the family of the employee, any reasonable proof required by the department head shall be sufficient.

Section 5. When an employee covered by this agreement leaves with at least twenty-five (25) years of accredited service with the Town of Dover then the percentage used to calculate the benefit shall be 33 1/3 percent. Such amounts shall be paid at the then current daily rate for that employee.

Section 6. An employee who shall be absent on sick leave for three (3) or more consecutive working days shall be required to submit acceptable medical evidence substantiating the illness.

Section 7. The employer may require proof of illness of an employee on sick leave, whenever such requirement appears reasonable. Abuse of sick leave shall be cause for disciplinary action.

Section 8. The employer may require an employee who has been absent because of personal illness, as a condition of his return to duty, to be examined, at the expense of the employer, by a physician designated by the employer. Such examination shall establish whether the employee is capable of performing his normal duties and that his return will not jeopardize the health of other employees.

ARTICLE IV - SALARY AND WAGE SCALE

Section 1. Salary and Steps shall be established retroactive to January 1, 1991 as follows:

	<u>Effective 1/1/1991</u>	<u>Effective 1/1/1992</u>
Step 1	\$21,348	\$22,629
Step 2	\$24,486	\$25,955
Step 3	\$27,744	\$29,409
Step 4	\$29,817	\$31,607
Step 5	\$34,136	\$36,184
Step 6	\$36,907	\$39,121

Section 2. All employees shall move to the next higher pay grade on the first day of January next following the employee's initial date of hire and advance one salary step on each January 1st thereafter until Step 6 is achieved.

Section 3. Increment movement to the next higher step will be based on a satisfactory, written Performance Review prepared by the Fire Chief. If an employee receives an unsatisfactory Performance Review, Local 60 will have the right to challenge that decision through the grievance set forth herein.

ARTICLE V HOLIDAYS

Section 1. The following fifteen (15) days shall be designated as paid holidays:

New Years day
Martin Luther King, Jr.'s Birthday
Lincoln's Birthday
Washington's Birthday
Good Friday
Memorial Day
Independence Day
Columbus Day
Labor Day
General Election Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
Floating Holiday

Section 2. The above mentioned holidays may be taken by the employee with approval of the Administrative Officer or the Fire Chief in his absence.

Section 3. Any unused holidays or portions thereof up to a total of seven (7) shall be paid in full to the employee at his regular rate of pay, payable on the last pay day in November.

Section 4. The holidays set forth in Section 1. above shall be observed on the day designated by the Town of Dover and not necessarily on the day that the holiday is traditionally observed.

ARTICLE VI - VACATIONS

Section 1. Vacations are to be in effect from January 1st to December 31st and are granted on a calendar year basis for employees who remain on the payroll continuously and without interruption for the required number of years.

Section 2. Leaves of absence shall neither break continuity of service nor be counted for purposes of accruing additional vacation under this section.

Section 3. Employees earn vacation time on a monthly basis from the beginning of their employment. Those hired prior to the 15th of a given month shall receive credit for that first month of work. Vacation time earned during the first year of work can be carried over to the second year. After the first year, all vacations shall be taken during the current calendar year at such time as permitted or directed by the Chief of the Fire Department or the Administrative Officer designated by the Town. The Chief of the Fire Department may, upon the written request of an employee, allow the carry over of vacation time but not for more than one year. Failure to utilize carry over vacation time within the one-year period shall result in the loss of such vacation time. This section shall not cause an employee on disability to lose any vacation days.

Section 4. Employees shall be entitled to vacation as follows:

NUMBER OF YEARS OF SERVICE

DAYS ALLOWABLE

First year of service	1 working day per month
Commencing with 1 year through completion of 5th year	13 working days
Commencing with 6th year through completion of 9th year	14 working days
Commencing with 10th year through completion of 14th year	16 working days
Commencing with 15th year through completion of 20th year	21 working days
Commencing with 21st year through completion of 25th year	25 working days

For the purpose of this ARTICLE, the number of years of service for employees shall be computed as follows:

- a) If employment commenced between January 1 and June 30th, the first year of employment shall be included in determining the total number of years of service.
- b) If employment commenced between July 1st and December 31st, the first year of employment shall not be included in determining the total number of years of service.

ARTICLE VII - COURT APPEARANCE

Section 1. Whenever an employee shall be required to appear before any Grand Jury or at any Municipal, County, Superior or Supreme Court proceeding, including Civil Actions, where the appearance arises out of the employee's employment as a Town of Dover Fire Fighter and the employee appears as the result of a subpoena, the time during which he is so engaged shall be considered a time of assignment to, and performance of duty. When such appearance occurs during the member's assigned duty hours, he shall suffer no loss in compensation. When such appearance occurs outside his assigned duty hours, he shall receive overtime pay.

Section 2. Employees are entitled to jury duty leave when summoned to serve as a juror. Since, however, the employees herein are exempt from jury duty pursuant to N.J.S.A. 2A:69-2,6, if they choose to attend jury duty, they shall not be entitled to any compensation for such leave.

ARTICLE VIII - TRAVELING EXPENSES

Section 1. If at any time, an employee shall be required to use his personal vehicle for fire department business, the employer shall compensate said employee the rate of twenty-two (\$.22) cents per mile.

Section 2. In addition, an employee shall be entitled to reimbursement for any meals the employee is required to pay out of personal funds when out of town for fire department business, subject to the following limits:

Breakfast	\$3.00
Lunch	\$3.50
Dinner	\$9.00

This section pertains to all duties excepting transportation to and from headquarters and meals during normal working hours in the Town of Dover. The employee must present receipts and documentation for all expenses incurred to the Chief.

Section 3. Employees will also be reimbursed the full amount for official breakfasts, luncheons and dinners which are authorized by the Chief or the Administrative Officer.

ARTICLE IX - FIRE SCHOOL

Section 1. When any employee spends time in fire/first aid school expenses incurred for mileage, meals and necessary equipment shall be reimbursed with the approval of the Chief and the Town Clerk. With regard to meals, this section shall not apply when the employee commutes to class from Dover each day.

Section 2. An employee will be entitled to the following amounts for any necessary meals:

Breakfast	\$3.00
Lunch	\$3.50
Dinner	\$9.00

ARTICLE X - UNIFORM ALLOWANCE

Section 1. All employees of the Dover Fire Department covered by this contract shall be entitled to \$300.00 per year for the purchase of fire uniforms, clothing and necessary equipment upon presentation of verified purchase slips from person or company selling such clothing under agreement with the Town. All receipts for purchases shall be forwarded by the employee to the Chief of Fire Department.

Section 2. Employer agrees to replace any uniform or clothing damaged in the line of duty. If the employee has not expended his clothing allowance, the Employer may charge said clothing allowance. If, however, the clothing allowance has been expended, then the Employer will replace same at an additional cost to the Employer.

Section 3. Any clothing that is not utilized by an employee shall be turned into the Town upon termination of its use.

Section 4. The Employer shall pay each employee an annual amount which shall be designated as a maintenance allowance, and which shall be direct payment to each employee covered by the Agreement. Said payment shall be paid no later than the thirtieth (30) day following the passage of a municipal budget. A certification of expense form (not a voucher requirement) shall be provided by the Employer. Effective January 1, 1991, the annual maintenance allowance shall be one hundred (\$100.00) dollars.

ARTICLE XI - HOSPITALIZATION

Section 1. Hospitalization, Medical-Surgical and a Prescription Drug Plan are available to all employees working twenty-five (25) hours or more per week. An employee becomes eligible for enrollment on the 1st day of the month following sixty (60) days of service. The premiums for the above plan are paid for in full by the Town of Dover. When retiring and after twenty-five (25) years of service, the Town will continue to pay the premium for the employee and their eligible dependents health coverage. If an employee retires after fifteen (15) years of service, he/she is eligible for the same coverage with the employee paying the premium to the Town. For the purpose of determining years of service for this ARTICLE only, it shall be deemed equivalent to the credited years of service of the employee under the retirement system.

Section 2. In the event an employee with at least ten (10) years of fire service becomes disabled and retires on a disability pension as is defined by the New Jersey Pension Law, said retired employee shall be allowed to remain a member of the group insurance programs maintained by the Town of Dover at the sole cost and expense of the Town of Dover during the period of the former employee's retirement. Where a retiree is reemployed and said other employer maintains a program of medical insurance of its employees, then the Town of Dover shall not be obligated to maintain hospitalization during the period of such other employment only. If the retiree is reemployed by a subsequent employer for a period of five (5) or more years, then any and all obligations of the Town of Dover to provide hospitalization to said retiree shall terminate.

Section 3. The Employer shall have the right to change insurance carriers during the term of this Agreement so long as substantially similar benefits are provided. If the Association does not believe that the change is substantially similar, the parties have the right to discuss the possibilities of agreeing to conditions which would make the plan substantially similar. If the parties cannot agree on the issue of "substantially similar benefits", this issue shall be immediately submitted to arbitration under the provisions set forth in ARTICLE XIV of this Agreement.

ARTICLE XII - WORK WEEK AND OVERTIME

Section 1. The work week shall begin on Wednesday morning at 12:01 a.m. and end the following Tuesday morning at 8:00 a.m. for the midnight shift. The regular hours of work shall be eight (8) hours per day, 56 hours per tour, with two (2) days off before the afternoon shift starts.

Section 2. Afternoon shift starts on Thursday at 4:00 p.m. and ends on the following Wednesday at 12:00 midnight. The regular hours of work shall be eight (8) hours per day, 56 hours per tour with two (2) days off before the day shift starts.

Section 3. Day shift starts on a Saturday at 8:00 a.m. and ends on Thursday at 4:00 p.m. The regular hours of work shall be eight (8) hours per day. 48 per tour, with four (4) days off before the midnight shift starts again.

Section 4. These arrangements are subject to emergency conditions which can be implemented by a duly authorized person, such as the Fire Chief or the Administrative Officer.

Section 5. Overtime:

- a) In the event an employee works overtime, time and one-half shall be paid or compensated for all hours worked in excess of eight (8) hours per day worked.
- b) All pre-scheduled overtime must be approved by the Chief or the Administrative Officer. A copy of the approval shall be filed with the official attendance records of the Town.
- c) In construing overtime, compensation shall be made at time and one-half on the following basis:
 1. Up to the first sixteen (16) minutes of authorized overtime, no pay.
 2. Sixteen (16) through thirty (30) minutes, thirty (30) minutes of pay.

3. Thirty-one (31) through forty-five (45) minutes, forty-five (45) minutes pay.
 4. Forty-six (46) through sixty (60) minutes, one (1) hour pay.
 5. Thereafter, overtime shall be paid in fifteen (15) minute segments.
- d) An employee recalled from off duty status for any purpose to duty shall be compensated at the time and one-half rate.

ARTICLE XIII - DISABILITY-INJURED ON DUTY

Section 1. The Employer will pay any employee disabled in the line of duty his full pay up to one (1) year. The determination of the term of disability shall be as found by a physician designated by the Employer. For the purpose of this provision, the Employer may, in its sole discretion, designate a physician retained by one of its insurance carriers to conduct the examination of the employee.

Section 2. While any employee is receiving temporary disability benefits and full pay from the Employer, he will reimburse the Employer in the amount of temporary disability benefits received.

Section 3. An employee will not be required to compensate the Employer for any permanent disability benefits received.

Section 4. When an employee is disabled in the line of duty, said disability shall not infringe upon the employee's sick leave.

ARTICLE XIV - GRIEVANCE PROCEDURE

Section 1. - Purpose

The purpose of the grievance procedure is to secure, at the lowest possible level, an equitable solution to the problems which may arise under the terms and conditions of this agreement, and to resolve grievances as soon as possible, so as to secure efficiency and promote employees' morale.

Nothing contained herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any superior officer. Said informal discussion will not be considered part of the formal part of a grievance application.

For the purpose of this Agreement, the "grievance" means any complaint, difference of dispute between the employer and employee with respect to the interpretation, application or violation of any policies, this Agreement or administrative decisions affecting any employee covered by this Agreement.

Section 2. - Procedure for Settlement of Grievance

STEP ONE

Any employee covered by this agreement disagreeing with decisions made by a superior, shall bring his complaint to the Chief of the Town of Dover Fire Department within ten (10) work days of the incident to be grieved.

STEP TWO

In the event that any employee disagrees with the Chief's decision or the Chief cannot or does not respond within five (5)

days, said employee shall within ten (10) days of the occurrence of the event being grieved, present the grievance in writing to the Board of Engineers of the Fire Department (including the Chief), which decision in the grievance shall be rendered in writing within ten (10) days of the presentation of the grievance.

STEP THREE

a) If the employee wishes to appeal the decision of the Board of Engineers, the grievance shall be presented in writing to the Fire Committee of the Mayor and Board of Aldermen within ten (10) days of the Board of Engineers' decision. This presentation shall include copies of all previous correspondence relating to the matter in dispute and a letter from the Association indicating their support. The Fire Committee shall hold a hearing on the matter within fifteen (15) days of receipt of the written grievance, and will render their decision in writing within ten (10) days of the hearing on the grievance.

b) Alternately, if in the event that the grievance concerns the Fire Committee, the Town Clerk shall substitute as Hearing Officer as provided in the paragraph above.

STEP FOUR

If no satisfactory resolution of the grievance is reached at STEP THREE, then within ten (10) days of the Fire Committee's decision, the grievant shall have the right to take his complaint to the Board of Aldermen (which includes the Mayor). The Board of Aldermen may request a meeting with the grievant to discuss said issue. In any event, the Board of Aldermen shall render a decision within thirty (30) days of the date of its submission to the Town Clerk, who shall act as the agent for receipt of the grievance by

the Board of Aldermen. Failure to respond within thirty (30) days shall be deemed denial of the grievance.

STEP FIVE

a) If no satisfactory resolution of the grievance is reached at STEP FOUR, then within ten (10) days of the Board of Aldermen's decision, the grievant shall take his complaint to the Public Employment Relations Commission for the selection of an arbitrator, pursuant to the Rules of said Commission. The decision of the arbitrator shall be final and binding upon the parties. The expense of such arbitration shall be borne equally by both parties.

b) It is agreed between the parties that no arbitration hearing shall be held until after the expiration of at least thirty (30) days after the decision rendered by the Fire Committee on the grievance.

c) Employees covered by this Agreement shall have the right to process their own grievance without representation. If a counsel is selected the Town shall deal exclusively with that counsel. If the Association is to represent the employee, the Town shall deal with the preannounced Grievance Committee and employee together or the Committee Chairman.

d) The cost of the arbitrator shall be borne equally by the parties but each party shall be responsible for each other costs as they incur.

e) The arbitrator shall be bound by the provisions of this Agreement and restricted to the interpretation and application of the facts presented to him involved in the grievance. The arbitrator shall not have the authority to add to, detract from or modify in any way the provisions of this Agreement.

f) The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning and conclusions on the issue submitted. The decision of the arbitrator shall be submitted to the Employer and the Association and shall be final and binding upon the parties.

Section 3. - Representation

a) If the grievance is processed by the Association, it may designate the Chairman to represent the employee. During the THIRD and FOURTH STEPS of Grievance Procedure, the Association may designate an Attorney to represent the employee. In this case, the Town shall deal exclusively with the Attorney.

b) The Association shall annually appoint by January 1, of each year, a Grievance Committee and Chairman who may represent members of the bargaining unit in the grievance procedure. A list of such Grievance Committee members shall be presented to the Town Clerk within five (5) days of appointment. Any changes in the composition of the Committee shall be reported to the Fire Committee within five (5) days of said change in appointments. Only persons on the list provided shall so serve as representative of the Association in the grievance procedure. There shall be a twenty (20) day grace period from the time a change is made and the time which a member might serve on the committee. The Town shall deal with the grievance Committee in office at the time the grievance was filed.

Section 4. - Time Limitation

The time limits set forth herein shall be strictly adhered to and the failure to process a grievance to the next step within

the specified time limit shall be deemed to mean that the grievance has accepted the latest determination made. Upon mutual consent of the parties, the time limits in any step may be extended or contracted. Such consent shall not be unreasonably withheld.

Section 5. - Escalation of Grievance Procedure

The Employer at any time, at its option, can elect to waive any or all steps of the grievance procedure and proceed directly to binding arbitration.

ARTICLE XV - CEREMONIAL ACTIVITIES

Section 1. In the event that another firefighter in another department in the State of New Jersey is killed in the line of duty, the Town will permit off duty uniformed firefighters of the Town to participate in the funeral service for the said deceased member. Subject to the availability as determined by the Chief, the Town will permit a Town fire vehicle to be utilized by the members in the funeral service. Employees participating in such funeral service shall not be entitled to any compensation during the time in which they are participating in said funeral service unless otherwise agreed to by the Chief.

ARTICLE XVI - BULLETIN BOARD

Section 1. The Town will supply one (1) bulletin board for the use of the Association to be placed in a conspicuous location. The bulletin board shall be for the use of the Association for the posting of notices and bulletins pertaining to Association business and activities or matters dealing with the welfare of employees.

Section 2. No matter may be posted without receiving permission of the officially designated Association representative. Any bulletins deemed detrimental to the operation of the Department may be rejected for posting by the Chief. However, approval for posting shall not be unreasonably withheld.

ARTICLE XVII - NO STRIKE PLEDGE

Section 1. The Association covenants and agrees that during the term of this Agreement, neither the Association nor any person acting in its behalf will cause, authorize, condone or support, nor will any of its members take part in any strike (i.e., the concerted failure to report for duty, or willful absence of any employee from his position, or stoppage of work, or abstinence in whole or in part, from the full, faithful and proper performance of the employee's duties of employment), work stoppage, slowdown or walkout. The Association agrees that such action would constitute a material breach of this Agreement.

Section 2. In the event of a strike, work stoppage, slowdown, or other job action, it is covenanted and agreed that participation in any such activity by an employee covered by this Agreement shall be grounds for disciplinary action which will include suspension or termination, subject, however, to the grievance procedure.

Section 3. The Association will actively discourage any of its members or persons acting in their behalf, from taking part in any strike, slowdown, walkout or job action, and make reasonable efforts to prevent and terminate such illegal action.

Section 4. Nothing contained in this Agreement shall be construed to limit or restrict the Employer in its right to seek and obtain such judicial relief as it may be entitled to have in law or in equity for injunction or damages or both in the event of such breach by the Association, its members or any person acting on its behalf.

ARTICLE XVIII - BEREAVEMENT LEAVE

Section 1. An employee shall be allowed time off without loss of pay for five (5) successive calendar days next following the date of a death in his immediate family, which is defined as spouse, parents, children. Three (3) days shall be allowed when death of a brother or sister, mother-in-law, father-in-law or grandparent occurs. One (1) day shall be granted when death of a brother-in-law, sister-in-law, grandparent of a spouse, aunt or uncle occurs. Said time off shall not be credited against nor deducted from accumulate sick leave.

ARTICLE XIX -- LONGEVITY

Section 1. Employees covered by this Agreement shall be entitled to a longevity benefit pursuant to the following schedule:

- | | |
|--|----------|
| 1. upon completion of ten (10) years
and each year thereafter | \$100.00 |
| 2. upon completion of fifteen (15)
years and each year thereafter | \$300.00 |
| 3. upon completion of twenty (20)
years and each year thereafter | \$500.00 |

Section 2. The appropriate sums payable shall be paid in a lump sum payment in January of each year. The employee must have completed the number of years of service by December 31st of the year preceding.

ARTICLE XX - MUTUAL SWAP

Section 1. Any employee may, upon request and approval by the Chief of the Fire Department or the Administrative Officer, be granted special leave with pay for any days on which he is able to secure another employee to work in his place provided:

1. Such substitution does not impose any additional costs to the Town.
2. Such substitute shall be qualified to perform the duties of the employee he replaces.

Such leave shall not be unreasonably denied.

ARTICLE XXI - LEAVE OF ABSENCE WITHOUT PAY

Section 1. Leave of absence without pay may be requested by any employee who shall submit, in writing, all facts bearing on the request to the Fire Chief, who shall append his recommendation and forward the request to the Mayor and Board of Aldermen for consideration. Each case will be considered on a case by case basis. Consideration shall be given to the employee's reasons for such request. The overriding consideration shall be the manpower requirements of the municipality, the cost to the municipality and availability of a qualified replacement for such period. Leaves of absence without pay may be granted by the Mayor and Board of Aldermen for a period not exceeding three (3) months. There may be one renewal period of three (3) months for such request which shall be the same process as if it were an original request.

The municipality shall act in its sole discretion and the decision is final.

ARTICLE XXII - ASSOCIATION BUSINESS LEAVE

Section 1. The Executive Delegate shall be granted time off from work to attend the regularly scheduled monthly meetings of the State Association.

Section 2. The Town agrees to grant a leave of absence with pay to every employee who is a duly authorized representative of the Association pursuant to N.J.S.A. 40A: 14-177, for attendance at State conventions. One (1) month's notice shall be given to the Chief of the Department. A certificate of attendance at the State Convention shall be submitted to the Fire Chief in order to receive leave with pay.

Section 3. The members of the Association negotiating committee, not to exceed one (1) in number, shall after adequate notice to the Chief of the Fire Department, be granted time to attend the meeting and shall suffer no loss of pay for attendance at such meeting, when such meetings take place at a time during which such members are scheduled to be on duty, between the Town and the Association for the purpose of negotiation of the terms and conditions of an Agreement.

ARTICLE XXIII - EMPLOYEE'S RIGHTS

Section 1. The Town hereby acknowledges that the employees subject to this Agreement as public employees of the Town have certain rights under the laws of New Jersey to form, join and assist any employee organization or to refrain from any such activity, and both the Town and the Association agree that employees under this Agreement shall be free to exercise any of these rights without fear of penalty or reprisal.

Section 2. Any employee shall have the right to obtain specific information from his personnel file on reasonable notice and at reasonable times.

Section 3. When derogatory material is placed in an employee's personnel file, the Town agrees to notify the employee in writing, and the employee shall have the right to respond to such material, in writing, and that writing shall be placed in his personnel file. Specifically excluded herefrom are references for employment submitted to the Town.

ARTICLE XXIV - TRAINING TIME

Section 1. All employees are required to take training as determined by the Fire Chief. Employees may be recalled to duty for required training.

Section 2. All employees shall be paid time and one-half their hourly rates of pay for each full hour of required training taken beyond their normal tours of duty. Payment for this required training time shall be made in lieu of overtime pay and not in addition thereto. Training time pay shall be provided in one-half hour increments and shall be calculated and paid, either in cash or compensatory time, as in the case of overtime pay as specified by Article IV, Overtime. Required training taken by employees during their normal tours of duty shall not be subject to training time (extra) compensation.

Section 3. Volunteer monthly drills and activities are excluded from the provisions of this Article.

ARTICLE XXV - SEPARABILITY AND SAVINGS

Section 1. If any section, part, phrase, or provision of this Agreement or the application thereof to any person, project or circumstances, be adjudged invalid by any court of competent jurisdiction or by legislative action, such judgment or action shall be confined in its operation to the section, part, phrase, provision or application directly involved in the controversy in which such judgment or action shall have been rendered and shall not affect or impair the validity of the remainder of this Agreement or the application thereof to other persons, projects or circumstances.

ARTICLE XXVI. TERM AND RENEWAL OF AGREEMENT

This Agreement shall have a term from January 1, 1991 through December 31, 1992. If the parties have not executed a successor Agreement by December 31, 1992, then this agreement shall continue in full force and effect until a successor agreement is executed.

ATTEST:

Paul C. McDougall

Paul C. McDougall, Town Clerk

TOWN OF DOVER

By: Aldo Cicchetti

Aldo Cicchetti, Mayor

ATTEST:

Lorraine Cloughley

THE FIREMEN'S MUTUAL BENEVOLENT
ASSOCIATION, DOVER LOCAL NO. 60

By: James M. [Signature]